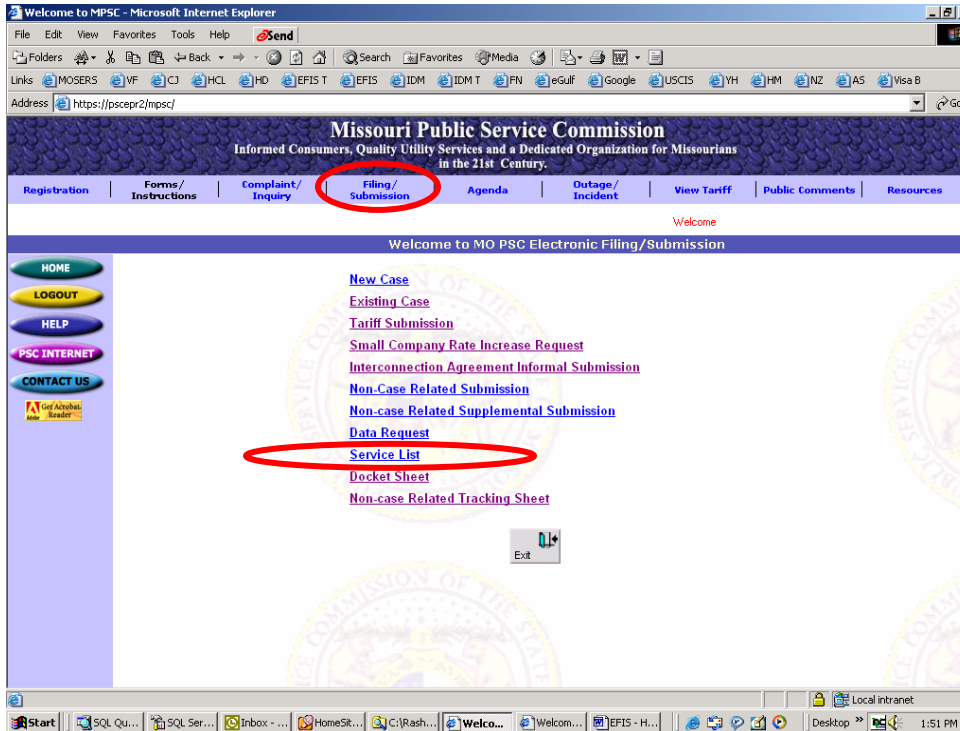


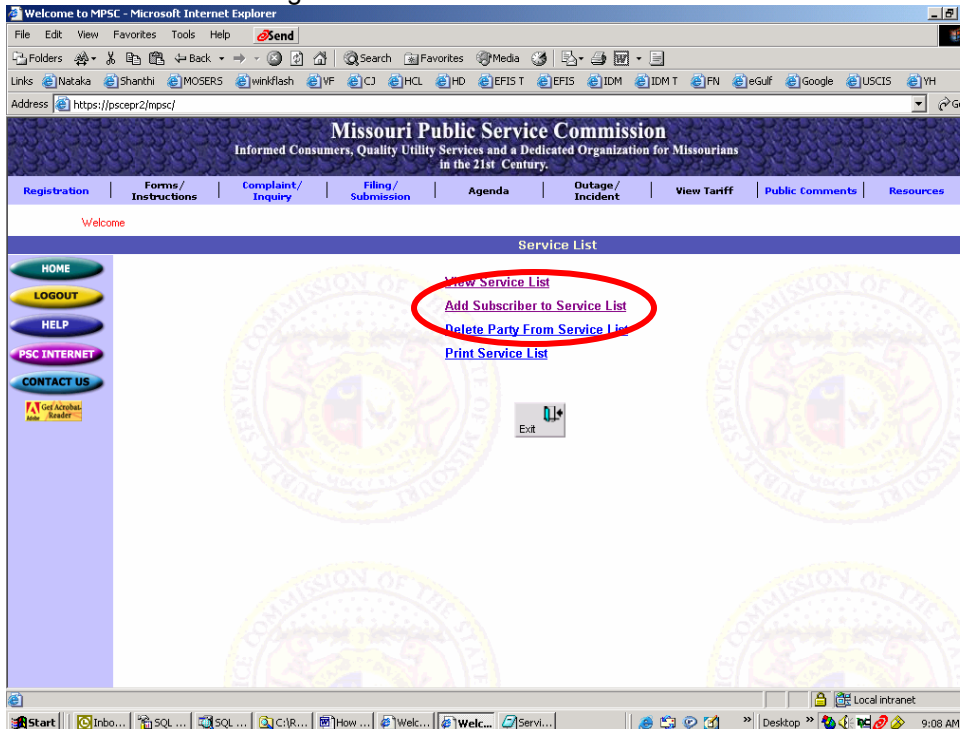
Missouri Public Service Commission

EFIS – How do I add a subscriber to the Service List of a particular Case? / How do I receive notifications of all filings of a particular case?

In order to use this option, you are required to obtain User ID using [How do I get my User ID?](#). Log on EFIS using [How do I log on EFIS?](#). Click on Filing/Submission menu option and then click on Service List link.



You will receive following Service List Menu screen. Click on Add Subscriber to Service List link.



Missouri Public Service Commission

EFIS – How do I add a subscriber to the Service List of a particular Case? / How do I receive notifications of all filings of a particular case?

You will receive following Add Subscriber to Service List screen.

Step 1: Enter your Case No and then tab out.

Step 2: Select Utility type.

Step 3: Select Company for which you want to Subscribe.
The drop down list will contain only those Companies for which you are designated as their Contact. If you do not see the company for which you wish to subscribe, please contact the Company and ask them to add you as a contact.

Step 4: Select User Name.

Step 5: Click on Add button.

You will notice in the following result screen that your name has been added.

Missouri Public Service Commission
Informed Consumers, Quality Utility Services and a Dedicated Organization for Missourians in the 21st Century.

Add Subscriber to Service List

*** Required Fields**

* Case No. EA-2007-0012
Utility Type Electric
Company Name AmerenUE-Investor(Electric)
User Name Head Carol
(User ID is required to add a party to the subscriber Service List – User ID may be obtained by completing EFIS Registration.)

Last Updated: 12/18/2006 11:55:14 AM

Edit	Name of Company Name of Party	Mailing Address Street Address City State Zip	E-Mail Phone Fax
	AmerenUE	P.O. Box 66149 (MC 1300)	chead@ameren.com
	Head A. Carol	1901 Chouteau Avenue	314-554-2566-Ext:
		St. Louis MO 63166-6149	314-554-4947
	Aquila Networks-L&P	test	t@d.com
	test test	test MO 12345	111-222-3333-Ext: